

## **PUBLIC NOTICE 002/2024/PROPE/ASSIN FOREIGN VISITING RESEARCHER GRANT – BPV I**

The Office of Research and Graduate Studies (PROPE) and the Office of International Affairs (ASSIN) at the Federal University of São João del-Rei (UFSJ) hereby publish this Notice for the selection of visiting researchers (BPV-I) within the institutional project entitled "Strengthening and Consolidating the Internationalization of Graduate Programs at the Federal University of São João del-Rei (UFSJ)", supported by FAPEMIG APQ-04336-23.

### **1. PRESENTATION AND CONTEXTUALIZATION OF THE NOTICE**

The funds for this call were obtained through the approval of the institutional project "Strengthening and Consolidating the Internationalization of Graduate Programs at the Federal University of São João del-Rei (UFSJ)", submitted by The Office of Research and Graduate Studies (PROPE) and the Office of International Affairs (ASSIN) to the Support Research Foundation of the State of Minas Gerais (FAPEMIG), under the CALL No. 009/2023 - Promoting the Internationalization of ICTMGs.

Over the last five years, UFSJ Research and Postgraduate programs have undergone a period of strengthening and recognition both in the national and international scenarios. In 2019, UFSJ was recognized by the Web of Science as the Brazilian institution with the greatest impact on research in Hard and Natural Sciences. In 2022, UFSJ received the CAPES Elsevier Award for Highest Impact Scientific Production and, also in the same year, 50% of the Graduate Programs increased their evaluation grades in the quadrennial evaluation developed by CAPES. In 2023, the Center for World University Rankings (CWUR) recognized UFSJ as the fourth best-performing university in Minas Gerais.

Despite this recognition and strengthening, the Incentive Policy for UFSJ Postgraduate Courses and the 2021 quadrennial evaluation by CAPES revealed important weaknesses in the internationalization of UFSJ Postgraduate Programs. In this sense, the aim of this call is to promote and strengthen the internationalization of postgraduate programs, in line with the Institutional Development Plan (IDP), the UFSJ Policy for Strengthening Postgraduate Programs and the UFSJ Internationalization Policy. In order to achieve these objectives, the selection of visiting international researchers will be a major catalyst in the process.

### **2. OBJECTIVES**

The main objective of the selection of international research fellows is to contribute to the implementation of actions and strategies that foster the development of internationalization and the strengthening of the stricto sensu Postgraduate Programs (PPG) at the Federal University of São João del-Rei (UFSJ), in accordance with the policy for encouraging stricto sensu Postgraduate programs at UFSJ, through CONEP Resolution No. 013, of May 25, 2022.

It is hoped that the temporary visit of international research fellows, who have recognized scientific merit and academic experience, will contribute to:

2.1 the strengthening of research lines, contributing to the advancement of academic production and the training of qualified human resources;

2.2 minimizing the weaknesses in internationalization of the UFSJ postgraduate programs pointed out in the latest quadrennial evaluation (2017-2020) by the Coordination for the Improvement of Higher Education Personnel (CAPES);

2.3 the implementation of the actions provided for in CONEP Resolution No. 013, of May 25, 2022, which approves the incentive Policy for UFSJ stricto sensu postgraduate courses;

2.4 the process and culture of internationalization of UFSJ postgraduate programs;

2.5 the implementation, at UFSJ, of the actions set out in CAPES' "Guide for Accelerating Institutional Internationalization, with a focus on Stricto Sensu Postgraduate Studies", which are:

- i) evolving from simple academic mobility to the development of cooperative projects at international level;
- ii) expanding the possibilities for international involvement and research funding, the possibilities for publication, citation and international patenting of products, ideas and designs;
- iii) integrating fragmented and disconnected institutional internationalization activities and guiding internationalization investments and efforts;
- iv) presentations and lectures: giving presentations at the program's internal seminars;
- v) participation in publications, through the involvement in the writing of papers for publication in scientific international journals, book chapters or other forms of academic dissemination;
- vi) participation in Postgraduate Program courses;
- vii) participation in part of the Postgraduate Program's self-assessment and planning process, under the terms of CONEP Resolution no. 22/2023, of September 20, 2023, which regulates the Policy for Situational Strategic Planning and Self-Assessment of UFSJ's Stricto Sensu Postgraduate Programs.

### 3. REGARDING THE GRANT

3.1 The scholarship to the visiting researcher will be paid with FAPEMIG resources from the grant approved, in the value paid by FAPEMIG to the BPV Visiting Researcher grant - level I (<https://fapemig.br/pt/menu-servicos/tabelas-vigentes/valores-de-mensalidades-de-bolsas-no-pais/>).

3.2 There are 11 (eleven) scholarships for UFSJ's academic programs.

3.3 The selected visiting professor will receive a scholarship of R\$ 5,200.00 (five thousand two hundred reais) for a visit period of 17 to 30 days at UFSJ.

3.4 In addition to the scholarship, the visiting professor will receive tickets to and from their country of origin.

3.5 Implementation and payment of the scholarships are subject to the release of funds by FAPEMIG.

3.6 The number of scholarships implemented may change depending on availability, demand, institutional importance for CAPES' quadrennial evaluation and possible remaining scholarships.

### 4. REQUIREMENTS FOR FOREIGN VISITING RESEARCHERS

The international visiting researcher scholarship holder level I (BPV I) must be aware of all the conditions of this Notice and meet all the requirements defined by FAPEMIG, available at <https://fapemig.br/pt/linhas-de-fomento/capacitacao-de-pessoas/bolsa-pesquisador-visitante-bpv/>. In this sense, during the selection process, the UFSJ Graduate Programs must consider the following minimum requirements:

- a) have a doctorate (PhD) degree;
- b) have at least ten years of professional experience, proven through curricular activities in the area correlated to the Program's lines of research;
- c) not having another scholarship in Brazil;
- d) full dedication to the activities of the Work Plan while in Brazil;
- e) relevant production with an impact index in the area in the last five years;
- f) register with FAPEMIG's EVEREST system ([https://everest.fapemig.br/Usuarios/novo\\_usuario](https://everest.fapemig.br/Usuarios/novo_usuario)).

## 5. SELECTION OF INTERNATIONAL VISITING RESEARCHER

5.1 The selection will take place in two stages, the first of which will be carried out by UFSJ's Stricto Sensu Academic Postgraduate Program and the second by the Office of Research and Postgraduate Studies (PROPE).

5.2 The selection rules will be governed by this notice and by FAPEMIG Notice 009/2023 - Promoting the Internationalization of ICTMGs.

## 6. FIRST STAGE: SELECTION OF THE FOREIGN VISITING RESEARCH FELLOW

6.1 Selection must be carried out by the course collegiate body or by a specific committee appointed for this purpose.

6.2 It will be the responsibility of each PPG to define the way for candidates enrollment in the selection process (e.g. by PPG email) and to establish the specific criteria approved by their respective collegiate bodies and published on the Program's website.

6.3 At this stage, the applicant for the visiting professor scholarship, or the UFSJ professor who will be receiving this international researcher, must submit the following documents:

I – **Declaration signed by the candidate for the Visiting Researcher scholarship** (in accordance to Annex I).

II – **CV of the Visiting Researcher:** electronic document of the academic curriculum (in the language of the international applicant and a simple translation into Portuguese).

III – **Work Plan to be carried out by the Visiting Researcher at the UFSJ PPG:** the activities to be carried out, their relevance, contribution and expected results must be indicated (signed by the visiting researcher).

6.4 For scoring in the first stage, in addition to the specific criteria that may be established by the PPG, it is recommended that the following parameters be used for selection process:

- i) Scientific papers published between 2020 and 2024 (A1= 10 points, A2= 8 points, A3 = 6 points, A4= 4 points, B1= 2 points, other classifications will not be scored). In the case of a

journal without a Qualis classification, the Program may alternatively use the corresponding *Journal Citation Reports* (JCR) for the area;

- ii) Strategic line of research that corroborates the Program's lines of research (10 points if it is in line with the lines of research and 0 points if it is not);
- iii) Ranking of the institution of origin, according to the Center for World University Rankings (CWUR) (the best position in the ranking will score 10 points and the remaining positions will be calculated by a rule of three);
- iv) Adequacy and coherence of the Work Plan with the needs of the Program and with the period of permanence at UFSJ (0 to 10 points).

6.5 The final grade will be obtained by the simple sum of the candidate's scores.

6.6 Each PPG interested in receiving the visiting professor must submit the list of successful candidates in ranking order.

## **7. SECOND STAGE: SENDING THE DATA OF THOSE SELECTED IN THE FIRST STAGE TO THE PROPE**

7.1 After the selection made in the first stage, the PPG must send an e-mail to [secprope@ufsj.edu.br](mailto:secprope@ufsj.edu.br), with the title "Notice 002/2024/PROPE/ASSIM – International Visiting researcher" containing the following attachments:

- i) the document, signed by the PPG coordinator or chairman of the selection committee, containing the name(s) of the selected candidate(s);
- ii) the documents indicated in item 6.3 of this notice.

7.2 Proposals submitted outside the period specified in the schedule of this notice will not be considered.

7.3 If the number of indicated candidates for international visiting researchers forwarded by the PPGs to the Office of Research and Graduate Studies (PROPE) exceeds the limit of available scholarships (11), PROPE will prioritize the PPGs which will receive the international visiting researchers, using the following criteria, in this order of priority:

- Highest PPG grade obtained in the 2021 CAPES quadrennial evaluation;
- Graduate Programs which offer a PhD degree;
- Longer operating time.

7.4 If the number of indicated candidates for international visiting researchers forwarded by the PPGs to the Office of Research and Graduate Studies (PROPE) is less than the available scholarships (11), PROPE and ASSIN will distribute the remaining scholarships to the PPGs that have more than one selected candidate, using the same criteria as in item 7.3.

7.4.1 If there are no candidates on the waiting lists, the scholarships will be used to strengthen strategic partnerships for UFSJ.

## **8. RELEASE OF RESULTS**

8.1 The result of stage 1 should be published on the respective PPG's website.

8.2 The final result will be published on the PROPE website  
[https://ufsj.edu.br/prope/editais\\_da\\_prope.php](https://ufsj.edu.br/prope/editais_da_prope.php).

## 9. RESPONSIBILITIES OF THE INTERNATIONAL VISITING RESEARCHER

9.1 Dedicate themselves fully to the development of the Work Plan that justified their selection, working 40 hours a week.

9.2 Submit, at the end of the project term, a report on the studies or research carried out in accordance with the approved Work Plan.

9.3 Live in Brazil for the duration of the contract (17 to 30 days).

9.4 Cite CAPES and FAPEMIG in the publications resulting from the permanence and partnerships carried out at UFSJ:

9.4.1 When citing FAPEMIG in the Funding section of the paper, the following expressions should be used, in the language of the work:

*“O presente trabalho foi realizado com apoio da Fundação de Amparo à Pesquisa do Estado de Minas Gerais (FAPEMIG) – Processo APQ-04336-23”.*

*“This study was financed in part by Minas Gerais State Research Support Foundation (FAPEMIG) – Finance Code APQ-04336-23.”*

*“Este trabajo fue realizado con el apoyo de la Fundación de Investigación del Estado de Minas Gerais (FAPEMIG) - Proceso APQ-04336-23”.*

9.4.2 For CAPES citations in papers: according to Article 3 of Ordinance No. 206 of September 4, 2018, which provides for mandatory CAPES citations, the following expressions must be used in the language of the work:

*“O presente trabalho foi realizado com apoio da Coordenação de Aperfeiçoamento de Pessoal de Nível Superior - Brasil (CAPES) - Código de Financiamento 001.”*

*“This study was financed in part by the Coordenação de Aperfeiçoamento de Pessoal de Nível Superior – Brasil (CAPES) – Finance Code 001.”*

*“Este trabajo fue realizado con el apoyo de la Coordinación para el Perfeccionamiento del Personal de la Enseñanza Superior - Brasil (CAPES) - Código de Financiación 001”.*

## 10. RESPONSIBILITIES OF THE FEDERAL UNIVERSITY OF SÃO JOÃO DEL-REI (UFSJ)

10.1 The Postgraduate Program must be responsible for the first stage of the selection process, for receiving and monitoring the activities of the international visiting researcher, for providing the visiting professor's work infrastructure and for collecting the necessary documents to render accounts.

10.2 PROPE and ASSIN will be responsible for the second stage of the selection process, for purchasing tickets, paying the scholarships, and mediating with the support foundation, for supporting the reception of the international fellows and for making the accountability to FAPEMIG.

## 11. TIMETABLE

First stage of the selection process, developed by the PPG (including the request for reconsideration)	From March 4th to April 30th, 2024
Sending the list of selected candidates to PROPE (secprope@ufsj.edu.br)	Until May 3rd, 2024
Final selection and publication of final results by PROPE	Until May 10th, 2024
Request for reconsideration of the second stage	From May 13th to 14th, 2024
<b>Final result</b>	<b>May 16th, 2024</b>
Start of activities	In 2024, respecting the deadlines present in item 7 of FAPEMIG's rules: <a href="https://fapemig.br/pt/linhas-de-fomento/capacitacao-de-pessoas/bolsa-pesquisador-visitante-bpv/">https://fapemig.br/pt/linhas-de-fomento/capacitacao-de-pessoas/bolsa-pesquisador-visitante-bpv/</a>

## 12. GENERAL DISPOSITIONS

12.1 Omissions and situations not provided for in this Notice will be analyzed by the respective PPG and/or PROPE in collaboration with ASSIN.

12.2 This Public Notice is governed by its clauses, by the precepts of public law and by the internal rules of UFSJ.

São João del-Rei, February 29, 2024.

Prof. Dr. André de Oliveira Baldoni (PhD)  
 Provost of Research and Graduate Studies

Prof. Dra. Liliane Assis Sade Resende (PhD)  
 Director of International Affairs



## ANNEX I - Declaration

I, \_\_\_\_\_,  
nationality, CPF or Passport \_\_\_\_\_, hereby declare, for all that  
concerns, that I ( ) receive ( ) do not receive any grant of any nature, paid by ( ) public or ( )  
private institution \_\_\_\_\_ (name, city, country) and I have a work  
contract\* with the institution \_\_\_\_\_ (name, city, country),  
assuming the commitment of dedication to the fulfillment of the proposed work plan and of keeping  
secrecy and confidentiality regarding any information related to the execution of the project.

I also declare that I am not a spouse or relative, in a direct or collateral line by consanguinity or  
affinity, up to the third degree, of the project coordinator or of the occupants of sênior management  
positions of FAPEMIG or of another grantor of the project and of the designated Executing,  
Managing and Partner Institutions, if any.

I also declare, for legal purposes, under penalty of law, that the information and documents I  
submit are faithful to the truth and consistent with the reality of the facts at the time and I assume  
the responsibility of keeping the project coordinator and FAPEMIG informed of any changes in my  
situation under penalty of cancellation of the grant, with full and immediate refund of funds. I am  
aware that the falsity of this statement is a crime under the Brazilian Penal Code and up to  
prosecution according to law.

*\* It is understood by work contract the legal bond stipulated, expressly or tacitly, between an individual and  
another, or with a legal entity, that remunerates the individual for the services rendered, including, among  
other employment relationships, self-employed work, casual work, temporary work, work resulting from a  
statutory or contractual relationship, work performed by Individual Microentrepreneur, work performed by a  
partner of a company for which he/she receives remuneration and work performed through an employment  
relationship, which demonstrably develops scientific, technological or innovation research activity.*

\_\_\_\_\_  
City/Town, date.

\_\_\_\_\_  
Signature of the Grant Holder  
(The signature can be digital, as long as its authenticity can be verified).